



Application for Variance from the Zoning Ordinance

Property Plat (Title/Lot #): _____

Owner's Name: _____

Mailing Address: _____

Phone Number(s): _____

Current Zoning Classification: _____

Current and/or anticipated use of property: _____

Describe zoning variance you are applying for: (Attach additional sheets if necessary)

Explain how your request addresses each of the following:

- (a) That there are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this Ordinance would deprive the applicant of the reasonable use of the land.

- (b) That the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant.

(c) That the granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property within the area.

(d) That the granting of the variance will not have the effect of preventing the orderly use of other land within the area in accordance with the provisions of this Ordinance.

(e) That the granting of the variance constitutes a minimal departure from this Ordinance.

(f) That the subject circumstances or conditions are not self-imposed, are not based solely on economic gain or loss, and do not generally affect most properties in the vicinity of the property. _____

(Attach additional sheets if necessary)

Are all of the checklist requirements being supplied? ☐ Yes ☐ No
If not, please explain:

(Attach additional sheets if necessary)

Certifications:

I hereby certify that I am the owner of the above described property for the purposes of this application. I agree to provide all necessary information concerning this submittal. I understand that any substantial modifications or additions to this submittal can mean the requirement of a revised submission. I certify that I have been informed and understand the regulations regarding this process as specified by City Ordinance.

Owner's Signature

Owner's Printed Name

I also hereby authorize the Applicant, Agent, and/or Engineer listed on this application to act on my behalf during the processing and presentation of this request. They shall be the principal contacts with the City in processing this application.

Owner's Signature

Owner's Printed Name

Applicant's Signature

Applicant's Printed Name

Agent/Engineer's Signature

Agent/Engineer's Printed Name

PUBLIC NOTICE

There will be a public hearing by the Horseshoe Bay City Council acting as the Board of Adjustment concerning a Variance request at the regularly scheduled City Council Meeting of Horseshoe Bay beginning at 3:00 P.M. on Tuesday, _____, followed by discussion and action on the same.

The Variance request is for a ____ foot Variance in the _____ yard setback on Lot No. _____ of _____ Plat No. _____, also known as _____, in the City of Horseshoe Bay, Texas, to allow _____.

The public hearing will be held at the City Council Chambers, #1 Community Drive, Horseshoe Bay, Texas. Contact the City Development Services office at 830-598-9959 for more information, or to comment regarding this application any time before the public hearing.



Zoning Variance Application Checklist

- _____ Notice has been published in the Horseshoe Bay Beacon and The Highlander newspapers at least thirty (30) days and again at least sixteen (16) days prior to the public hearing when the application will be considered.
 - _____ Affidavits of Publishers submitted.
 - _____ Copies of newspaper publications attached.
 - _____ One original copy of both publications submitted.
- _____ Notice of the public hearing shall be provided to all property owners within five hundred feet (500') of the affected property at least thirty (30) days and again at least sixteen (16) days prior to the public hearing.
 - _____ Copy of notice mailed to property owners and dates mailed submitted.
 - _____ List of all property owners notified with names and addresses submitted.
- _____ Site plan depicting platting information and relevant variance issue(s).
- _____ Subdivision ACC approval and date.
- _____ Application using forms prescribed by the city, certifying land ownership and, if applicable, authorization of a land owner's agent to file the request.
- _____ Application fee of \$100.00 submitted.
- _____ Appropriate POA (President) has been notified of the filing of this application. Provide Proof.
- _____ You or your designated agent must be present at the Council Meeting to present your request.